

MINUTES
GRADUATE COUNCIL
May 17, 2012
1:00 P.M.

MEMBERS PRESENT: Dr. Henry Frierson, Chair; Dr. Michael Annable, Dr. Virginia Dodd, Dr. Arthur Edison, Dr. Carole Kimberlin, Dr. Craig Osenberg, Dr. Joyce Stechmiller, Ms. Nancy Parish (GSC)

MEMBERS ABSENT: Dr. Andrea Behrman, Dr. Mary Ann Ferguson, Dr. Peter Hansen, Dr. Lisa McElwee-White, Dr. Leonardo Villalón, Dr. Robert Westin

GUESTS PRESENT: Mr. Rick Bryant (Admissions), Ms. MaryAnn Hagler (Registrar), Dr. Joanne Foss (College of Public Health and Health Professions), Dr. Charles Glagola (College of Engineering), Ms. Amanda Glynn (College of Public Health and Health Professions), Dr. David Hintenlang (College of Engineering), Ms. Eva Olysha Magruder-McRae (College of Veterinary Medicine), Dr. Rafael Munoz-Carpena (College of Engineering), Dr. Jamie Pomeranz (College of Public Health and Health Professions), Dr. Ed Schaefer (College of Fine Arts), Ms. Pamela Simon (College of Engineering- EDGE), Dr. Terry Spencer (College of Veterinary Medicine),

STAFF PRESENT: Dr. Karen Bradley (recording), Dr. Laurence Alexander, Ms. Rimjhim Banerjee, Ms. Gann Enholm, Dr. Kenneth Gerhardt, Dr. Emilia Hodge, Ms. Stacy Wallace

The meeting was called to order at 1:02 P.M.

ANNOUNCEMENTS

1. Dean Frierson announced the new Graduate Council members who will start in the Fall: Dr. Heather McAuslane and Dr. Ellen Martin are the newly elected members, and Dr. Amir Eriz and Dr. Christopher Janelle are appointed by the Provost.
2. Dean Frierson thanked the outgoing Council members for their service on Council, and as the Nominating Committee. These members are Dr. Dodd, Dr. Hansen, Dr. Osenberg, Dr. Villalón, and Ms. Nancy Parish.

ACTION ITEMS

1. **Minutes from the April 19, 2012 Graduate Council meeting.** Motion: approved unanimously.
2. **Proposal from the College of Business to sunset a Master of Science and Master of Arts degree with a major in Insurance that remains on the University of Florida's inventory.** Dr. Ken Gerhardt presented this item. Motion: approved unanimously. Effective date: immediately, pending all other requirements are met.

3. **Proposal from the College of Veterinary Medicine for a certificate in Shelter Medicine.** Dr. Terry Spencer and Mrs. Olysha Magruder-McRae were present. Motion: approved unanimously. Effective date: Fall 2012.
4. **Proposal from the College of Public Health and Health Professions for a certificate in Forensic Vocational Rehabilitation.** Dr. Jamie Pomeranz and Ms. Amanda Glynn were present. This is a brand new program. Motion: approved unanimously. Effective date: Summer 2012.
5. **Proposal from the College of Fine Arts for a certificate in Arts in Medicine.** Dr. Edward Schaefer indicated that all the fine arts, including music, are involved. Motion: approved unanimously. Effective date: Fall 2012.
6. **Proposal from the College of Engineering for a certificate in Critical Infrastructure Protection.** Dr. Chuck Glagola presented. The college has already approved this proposal, and there are students currently in the system. Only graduate students are eligible to pursue this certificate. Motion: approved unanimously. Effective date: Summer 2012.
7. **Proposal from the College of Engineering for a certificate in Biological Systems Modeling.** Dr. Rafael Munoz-Carpena indicated that this certificate is for widespread application, and that is why the curriculum is structured in tiers. Motion: approved unanimously. Effective date: Fall 2012.
8. **Proposal from the College of Engineering for a certificate in Medical Physics.** Dr. David Hintenlang indicated that this is an on-line program to fulfill the advanced training (i.e. residency) required to be certified. It is not a technologist training program. Motion: approved unanimously. Effective date: Fall 2012.
9. **Proposals from the College of Engineering for the certificates listed below (a-n).** All are in the EDGE program. Ms. Pamela Simon was present. The Graduate School will work with the EDGE program to complete the few minor details of formatting. Motion: approved unanimously. Effective date: Fall 2012.
 - a. Sustainable Engineering
 - b. Solar Energy
 - c. Wind Turbines
 - d. Energy Management
 - e. Gas Turbines
 - f. Advanced Manufacturing
 - g. Control Systems
 - h. Environmental Policy and Management
 - i. Systems Engineering
 - j. Construction Engineering
 - k. Materials Characterization
 - l. Advanced Systems Engineering

- m. Engineering Entrepreneurship
 - n. Biomaterials & Tissue Engineering
10. After review of all the agenda items, Council engaged in a discussion about details concerning certificates. The request was made for the Graduate School to maintain a central list of approved certificates. Dormant certificates will be dropped after December 2012, per the Graduate Council certificate policy approved in October 2011. The Graduate School and Council will continue to seek ways to streamline the review and approval process. It is not necessary for Council to consider the distance delivery mechanism (if applicable) because the university already has a strict review process for distance delivery.

INFORMATION ITEMS

1. Dr. Kenneth Gerhardt updated Council about administrative processes related to Certificates. In the Fall of 2011, Council approved written criteria and processes for Graduate Certificates. In Spring 2012, the Registrar posted >200 graduate certificates to transcripts. According to SACS, we now have certificates as a distinct academic entity. Based on conversations with the Registrar, Admissions and Institutional Assessment, some administrative adjustments were made to the certificate process.
 - a. There must be a formal application process, even for currently admitted students. The process will evolve for the department/college to notify the Registrar.
 - b. Certificates cannot have a name identical to a major, minor or concentration
 - c. The Registrar (not the college) will print the certificate document.
 - d. The academic unit, via the college, will have to develop a process to notify the Registrar of admission to a certificate program
 - e. Students must apply to receive the certificate
 - f. Students must be registered during the term of certificate award.

Additionally, there are still details that must be worked out concerning:

- g. Distance learning students – will they be admitted as post-bac or as non-degree seeking students?
- h. How will the required undergraduate credentials be formally approved?

Statistics about certificates will not affect data related to graduate degrees, because certificates are not degree programs. The Division of Continuing Education coordinates distance learning, and EMBANET is the preferred delivery provider. Current students in certificate programs will be required to be admitted and certified at the end of their certificate program. All current certificates must be reviewed and approved by Graduate Council by December 2012. SACS requires Student Learning Outcomes for all certificates.

The meeting adjourned at 1:30 pm.

Next Meeting: Thursday, September 20, 2012